

Response

This procedure explains how to docket a response.

- Click the **Bankruptcy** hyperlink on the CM/ECF Main Menu.
- Click **Miscellaneous** hyperlink.
- Enter **Case Number**, click **[Next]**.
- Scroll down and select **Response**, click **[Next]**.
- Select or add your party, click **[Next]**.
- Associate the PDF file of the **Response**, click **[Next]**.
- Check the box **Refer to Existing Event(s)**, click **[Next]**.
- Select the event type, if you are responding to an objection to claim, you would select the claims category to see the objection to claim — if you are responding to a motion you would select the motions category type, et cetera. Click **[Next]**.
- Place a check mark in the box next to the objection you are responding to, click **[Next]**.
- Amend the text if necessary.
- Click **[Next]**.
- Click **[Next]**.